

POST & BID POSITION ANNOUNCEMENT
Bargaining Units 1, 4 and 11

1. Reference #: **27-1-024** 2. Position Number: **927-502-3175-XXX** 3. Date of Posting: **APRIL 8, 2011**
4. Classification: **Transportation Engineering Technician** 5. Salary Range: **\$3,262 - \$4,766**
6. Pay Differentials That Apply To Position: **May apply**
7. Working Hours Of Position: _____
8. District/Division: **NR Construction** Section: **Office of Construction Engineering Branch- (0461)** Geographic Location: **Ukiah**
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.) ***Determination for relocation will be made by Hiring Supervisor.***

9. Specific Qualifications and Requisite Skills Required: (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):
<http://www.dpa.ca.gov/textdocs/specs/s3/s3175.txt>
- B. Technical & Professional Skills & Abilities:
Knowledge: of math through engineering calculations. Requires experience in contractual requirements and statutes pertaining to the Subletting and Subcontracting Fair Practices Act, Workman's Compensation and Extra Work Bills. Must have knowledge and understanding of construction procedures and practices, Standard Specifications, Standard Plans, and the contract administration process as provided for in the Caltrans Construction Manual.
- Basic mainframe and PC computer knowledge, mathematical and analytical skills are required to help in verifying item payments and preparing/reviewing for accuracy Assistant Resident Engineer's diaries, source documents, and input sheets for progress pay estimates to contractors.
- C. License and/or Certification Requirements: Driver's License required
- D. Physical Abilities to Perform Essential Functions:
Must be able to stand long periods of time out on projects and walk on slopes or uneven terrain. Must be able to sit in an office using a keyboard and video display terminal for long periods of time. Will be required to carry boxed/bagged sample material weighing up to 50 lbs. into and through out the Materials Laboratory. Incumbent must be able to work in noisy and dusty conditions.
- E. Other Departmental Requirements:
Must be able to work at various locations throughout North Region Construction and may be required to work during the night time and on expenses. Contact with contractors and the public would only be incidental. Must have the ability to coordinate work with other personnel in an efficient and professional manner, and to be an effective team member.
- F. Duty Statement/Description of Duties: See Duty Statement

10. Final Date and Time for Receiving Bid: **APRIL 22, 2011 – BY 5PM, COB**

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

11. Submit Bid to:

Name: **Candace Robertson**
Address: **PO Box 911, 703 'B' Street, Marysville, CA 95901**
Telephone Number: **(530) 740-4863**
FAX Number: **(530) 741-4111**
E-mail Address: **candace_robertson@dot.ca.gov**

12. Window period employee must be available for contact (**Unit 1&4 Only**): From: _____ To: _____
(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

13. Expected Reporting Date To Position (**Unit 11 Only**): **Within two weeks of job offer**

14. (If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)